

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2015-093 **Issue Date:** 05-11-15 **Closing Date:** 05-18-15

Custodial Supervisor/Bus Driver
Camp Chaparral/YNCCAP
Department of Human Services
Hourly Wage: \$12.58/Temporary/Part-Time

Incumbent is responsible for overall maintenance of Camp Chaparral Facilities and grounds to ensure a safe, sanitary, and secure environment for participants and staff. Prepares a daily cleaning schedule and regularly conducts inspections of facilities and grounds. Performs minor repairs and maintenance as needed. Supervises and coordinates the cleaning and maintenance activities while providing instruction and guidance to custodial staff. Is on a 24-hour on call basis. Performs duties as part of the Camp Chaparral Team to support a healthy and happy camp experience. Employee will also be required to drive to any additional activities including fieldtrips and transporting campers to and from camp during the week as needed.

Knowledge, Skills and Abilities:

- Knowledge of and general experience in performing basic electrical, plumbing, and carpentry tasks in addition to janitorial cleaning procedures.
- Knowledge of basic supervisory principles and procedures.
- Knowledge of and ability to safely operate a variety of power and hand tools, janitorial and grounds maintenance equipment.
- Knowledge of Material Safety Data Sheet (MSDA) information provided with all cleaning substances; ability to read and understand them and how to cautiously and safely use them.
- Knowledge of Camp Chaparral water, generator and electrical systems.
- Knowledge of the Yakama reservation and people.
- Knowledge and familiarity of the Closed Area and access roads in and out of Camp.
- Knowledge of safety regulations and hygiene requirements to be strictly enforced during Camp operations.
- Knowledge of and ability to use and maintain fire extinguishers.
- Skill in listening, reading, and writing.
- Ability to operate and maintain vehicles such as a bus, van, and truck; water pumps, small tools, and any applicable equipment needed or used by staff.
- Ability to have sufficient physical strength, agility and dexterity to perform the work of the position.
- Ability to detect and coordinate procedures for repairs to facilities and equipment as needed.
- Ability to plan, organize, prioritize, delegate, and complete work assignments.
- Ability to communicate effectively in writing, orally, and with small or large groups of varied ages.
- Ability to work cooperatively as a team member.
- Ability to work outdoors for extended periods of time in all weather conditions.
- Ability to understand and follow oral and written instructions.
- Ability to transport all supplies, materials, and equipment as requested.

General Recruiting Indicators:

- Must have documented work experience that demonstrates ability to perform duties and responsibilities for this position.
- Enrolled Yakama Preference

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to pass a criminal background check
- Must have current First Aid/CPR care or able to obtain one prior to Camp starting.
- Must have current food handler's card or able to obtain one prior to Camp starting.
- Must possess a valid Washington State Commercial Driver's License (CDL) with airbrakes and passenger/school bus endorsements, with the ability to obtain a valid Yakama Tribal Driver's Permit.
- Must be mature, stable, and prudent in behavior, judgment, and decisions.
- Must be drug, alcohol, and tobacco free.
- Must be physically capable of doing manual labor.
- Must not have a history of child abuse or neglect.
- Work will require periods of sitting, walking, standing, bending, kneeling, and squatting, twisting, turning, reaching, pulling, pushing, lifting, and carrying.
- Work requires extensive travel to and from camp as well as any field trips. Employee will be required to stay at camp during the week.